To: Juan Perez
From: Alexander Then Q.
Subject: Driver Job Position.

I am writing to apply for the driver position at Coriatt Marriott Hotel as posted in craiglist on May 10,2020. I am absolutely qualified for this position. I was a diver in Boston MA. in the HolidayInn Hotel for 5 years. I am available to work between 8 and 16 hours a day and I can also do the overnight service if the positions of the day are already covered.

Thank you for considering me for this position. I look forward to hearing from you very soon.

Sincerely,
Alexander Then Q.